

Approved

***City of York Planning Commission
November 30, 2020
Minutes***

Members present:

Chairperson Wendy Duda
Arthur Lowry
Ron Parrish
Francine Mills
Matt Hickey

Members absent:

Others present:

Planning Director Breakfield

(see sign in sheet)

Chairperson Wendy Duda called the meeting to order at 6:08 pm, indicated that the meeting was being held with a portion of the members in-person and the remainder present virtually, verbally polled the individual Commission members to confirm attendance and stated the following:

1. Due to the COVID-19 pandemic, York City Council adopted an emergency ordinance allowing meetings to be conducted through the use of electronic, computer-based medium.
2. The City has chosen to conduct the meeting through the use of GoToMeeting.
3. The willingness of everyone to adapt to this new environment and adjust to the new format is greatly appreciated.
4. Each Commission member must individually vote by voice on each Motion (yay or nay).
5. Any Commission member that wishes to abstain from a vote must state the reason for such abstention.
6. Each person should be identified before speaking.
7. For the Commission members present virtually, each person should mute microphone unless speaking.

The first item of business was approval of the draft Minutes from the September 28, 2020 meeting. Upon a Motion by Ron Parrish, seconded by Matt Hickey, the Commission unanimously approved the draft Minutes as submitted.

The second item of business was a home occupation application for 133 Oliver Street for a travel agency. Upon a Motion by Wendy Duda, seconded by Matt Hickey, the Commission unanimously approved the application as submitted.

The third item of business was a proposed rezoning/ Planned Unit Development (PUD) application for property located off of Cooperative Way (Alexander Meadows).

Planning Director Breakfield indicated the following regarding the application:

- The Planning Commission has reviewed this subject in the past and provided comments to the applicant. Recently, the applicant submitted a revised proposal that addressed several Commission concerns. City staff reviewed that proposal and responded to the applicant with a report that measured compliance with the City's Comprehensive Plan as well as other pertinent requirements. The applicant has responded with a further revised proposal.
- Of particular note, the applicant has made several revisions that were requested by the Planning Commission including providing a rear-loaded garage, alley-fed, single-family dwelling component; the elimination of vinyl siding for the entire development and the provision of walking trails, pergolas, bench areas, etc. The meeting packet included the staff report for the original proposal as well as the newly-revised proposal and a written response from the applicant. The itemized staff report can be used as a starting point for discussion and then other items can added as deemed appropriate.
- As with any such PUD/rezoning request, the Planning Commission must review the application and make a recommendation to York City Council. The Planning Commission has a maximum of 75 days from this meeting to render a recommendation to City Council; otherwise, the Planning Commission is deemed to have recommended approval. Once the Planning Commission makes a recommendation to City Council, City Council will then review the application, the Planning Commission recommendation, conduct public hearing(s), receive public input and then make a final decision on the matter. If the application is ultimately denied, the application cannot be resubmitted for a period of at least one year.

After much discussion and upon a Motion by Ron Parrish, seconded by Arthur Lowry, the Commission unanimously conditionally recommended approval of the rezoning application/ PUD conceptual site plan stating that appropriate evergreens must be planted 15 feet on center, or a fence built, between the commercial and single family dwelling lots of the development.

The fourth item of business was a proposed rezoning/Planned Unit Development (PUD) application at the intersection of Black Highway and Alexander Love Highway.

Planning Director Breakfield indicated the following regarding the application:

- At the last Planning Commission meeting, the Commission received a brief presentation regarding this project from the applicant. As a follow-up to that meeting, the applicant submitted an application for review by the City. City staff reviewed the proposal and responded to the applicant with a report that measured compliance with the City's Comprehensive Plan as well as other pertinent requirements. The applicant has responded with a further revised proposal.
- The meeting packet included the staff report for the original proposal as well as the newly-revised proposal and a written response from the applicant. The itemized staff report can be used as a starting point for discussion and then other items can added as deemed appropriate.

- As with any such PUD/rezoning request, the Planning Commission must review the application and make a recommendation to York City Council. The Planning Commission has a maximum of 75 days from this meeting to render a recommendation to City Council; otherwise, the Planning Commission is deemed to have recommended approval. Once the Planning Commission makes a recommendation to City Council, City Council will then review the application, the Planning Commission recommendation, conduct public hearing(s), receive public input and then make a final decision on the matter. If the application is ultimately denied, the application cannot be resubmitted for a period of at least one year.

After much discussion and upon a Motion by Ron Parrish, seconded by Matt Hickey, the Commission unanimously conditionally recommended approval of the rezoning application/ PUD conceptual site plan stating that appropriate evergreens must be planted 15 feet on center, or a fence built, between the commercial and single family dwelling lots of the development.

The fifth item of business was discussion of potential residential project near Springlake Country Club.

Brandon Pridemore, representing R. Joe Harris & Associates, discussed the potential project and the Planning Commission indicated that it would review the project once an official application was submitted.

The sixth item of business was a rezoning application along with a potential design for a townhome project near the intersection of East Liberty Street and McFarland Road.

Planning Director Breakfield indicated the following regarding the application:

- The applicant proposes a townhome project on the noted site; however, the property is currently zoned HC - Highway Commercial which does not allow townhome development. In a R5 district, townhome projects are allowed by special exception; therefore, the applicant proposes to rezone the property to R5 - Multi-Family Residential so that he may submit an application for a townhome development in accordance with special exception requirements.
- The applicant does not wish to rezone the property unless he can get the special exception proposal approved; therefore, he is submitting the rezoning and potential special exception applications for simultaneous review.
- As with any such rezoning request, the Planning Commission must review the application and make a recommendation to York City Council. The Planning Commission has a maximum of 75 days from this meeting to render a recommendation to City Council; otherwise, the Planning Commission is deemed to have recommended approval. Once the Planning Commission makes a recommendation to City Council, City Council will then review the application, the Planning Commission recommendation, conduct public hearing(s), receive public input and then make a final decision on the matter. If the application is ultimately denied, the application cannot be resubmitted for a period of at least one year.
- In reviewing the rezoning request, please be mindful of the following:
 1. The Comprehensive Plan should be used as a guide during the zoning amendment process helping to decide if a proposed rezoning application is in keeping with the recommended long-range development pattern. The Plan does not attempt to predict the uses of individual parcels of land. Rather, it is used as a guide for general development pattern over a period of time.

2. The Comprehensive Plan notes this property as Neighborhood Commercial which is defined *as being in close proximity to neighborhoods with low density, unobtrusive, and small scale design compatible with nearby residential development. Serves to transition between residential and nonresidential uses. Although primarily commercial, some centers may include upper story residential and/or office. Sites will affectively minimize the cut-through of traffic.*
 3. The Comprehensive Plan notes that high-quality multi-family residential developments should also be encouraged where transportation and public facilities are sufficient to support them and that high density residential living is often located to create transitions from commercial or mixed-use areas to small-lot or larger-lot single family subdivisions.
- The special exception process requires the applicant to submit a special exception application along with a conceptual site plan for review and recommendation by the Planning Commission. The recommendation by the Planning Commission will be forwarded to the Board of Zoning Appeals who will consider the Planning Commission recommendation, conduct a public hearing(s), review all information and then make a final decision on the matter.
 - The meeting packet included the staff report for the original special exception proposal as well as the newly-revised proposal and a written response from the applicant. The itemized staff report can be used as a starting point for discussion and then other items can added as deemed appropriate.

After much discussion and upon a Motion by Arthur Lowry, seconded by Ron Parrish, the Commission unanimously tabled the application while potential standards for townhome projects are considered. The Commission requested that City staff provide information to begin the conversation at a subsequent meeting.

Also, the following issues were discussed (each of these issues will be discussed further at subsequent meetings):

- A potential zoning amendment to expedite the processing of home occupation applications by allowing review by City staff instead of the Planning Commission.
- Potential methods to create design standards for South Congress Street entry corridor.
- Potential amendment to the Planning Commission Rules of Procedure to allow virtual meetings subject to certain specified requirements.

There being no further business, the meeting was adjourned at 7:28 pm.

Respectfully submitted,

C. David Breakfield, Jr. MCP, AICP
Planning Director

cc: File – Planning Commission 11/30/2020
Seth Duncan, City Manager